

**AMENDMENT**  
**Request for Proposal**

Amendment Date: January 9, 2013

Amendment Number: 1

Bid Event ID: EVT0001961

Closing Date: January 25, 2013, @ 2:00PM (CST)

Procurement Officer: Tami Sherley  
Telephone: 785-296-3122  
E-Mail Address: [tami.sherley@da.ks.gov](mailto:tami.sherley@da.ks.gov)  
Web Address: <http://da.ks.gov/purch>

**Item:** Services, Drug and Alcohol Testing

**Agency:** Kansas Department of Transportation

**Period of Contract:** Date of Award through December 31, 2013  
(with the option to renew for four (4) additional one (1) year periods)

**Conditions:**

**See the attached answers to questions submitted to the Procurement and Contracts concerning the above mentioned RFP.**

A signed copy of this Amendment must be submitted with your bid. If your bid response has been returned, submit this Amendment by the closing date indicated above.

I (We) have read and understand this amendment and agree it is a part of my (our) bid response.

NAME OF COMPANY OR FIRM: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

---

Amendment Number 1 EVT0001961 was recently posted to the Procurement and Contracts' Internet website. **The bid document can be downloaded by going to the following website:**

<http://www.da.ks.gov/purch/RFQ/>

**It is the vendor's responsibility to monitor the Procurement and Contracts' website on a regular basis for any changes/addenda.**

1. Page 8 entitled "Proposal Response", bullet point 3, states that the electronic submissions shall be provided in Microsoft® Word or Excel. Is it acceptable to include attachments on our flash drives that are in PDF (i.e., articles of incorporation, newsletter, etc.)?

**Yes, .PDF would be acceptable for these attachments.**

2. On page 26, #5 states "on random testing the contractor must notify the participating agency of the names selected". Our company offers its clients a secure, confidential, password protected online reporting account in order to access results AND random selections, which are posted to your account online. In other words, random selections are pulled and posted so participating agency representatives can log in to see if their employees were selected. An initial email will go out to inform you that the selections have been posted. The names will be posted for the full 90 days, or until they fulfill their requirement. Is this acceptable as far as notification purposes?

**This method would be acceptable provided an initial email goes out to inform the providers that the selections have been posted and the system they log into is secure and available 24/7.**

3. On page 26, #8 requests advisement of an employee who is over the BAC limit so that they may evaluate & resolve problems associated with this misuse. Our company has a pre-typed advisement letter with the necessary information to provide KDOT in order to distribute to the employee in cases like this. Is this acceptable?

**No, that would not be acceptable. The pre-typed advisement letter is fine which must be completed and sent to the employee by the contractor, not provided to KDOT to distribute to employee.**

4. On page 26, #13 requests for 3 blind samples for every 100 tests run. According to 49 CFR Part 40.103 which I have attached to this email, blind specimens are required only if you have an aggregate of 2,000 or more DOT-covered employees. Since the bid states that there are only an expected 1,000 employees available, I was not going to provide you pricing for blind samples unless still requested. Please let us know how to proceed with this.

**Three (3) blind samples for every 100 tests run are a requirement of this contract.**

5. Can you provide an estimated volume of pre-employment and/or post-accident tests, as well as any Non-DOT testing needs, based on statistical data from 2011 or 2012? Our pricing is predicated on volume bands, so these volumes would factor into your price per test.

**2011 post accident tests was 35; pre-employment was 376; I do not have stats for non DOT.**

6. What is your current pricing for drug & alcohol testing, post accident test costs, as well as EAP costs?

**KDOT's current contract info: <http://www.da.ks.gov/purch/Contracts/Default.aspx/10836>**

7. Why is this bid event being posted? Are you unhappy with your current vendor or is the current contract up for renewal or is there another reason?

**Our current contract is up for renewal.**

8. What is your current turnaround time for result reporting? How are the results delivered to your state contacts currently?

**Turnaround for results reporting is 24 – 48 hours. Negative results are delivered by mail and email.**